



**CITY OF MERRILL**  
**CITY PLAN COMMISSION**  
**AGENDA • TUESDAY FEBRUARY 7, 2017**

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**Regular Meeting**

**City Hall Council Chambers**

**5:45 PM**

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- I. Call to Order
- II. Minutes of previous meeting(s):
  1. Minutes of November 1, 2016 meeting
- III. Agenda items for consideration:
  1. Site Plan for a sign at Tall Pines Community Garden, on the corner of East Sixth Street and Memorial Drive.
  2. Certified Survey Map (extraterritorial) for Natzke Lands, LLC for parcel located in the Northeast 1/4 of the Southwest 1/4, in Section 18, Township 31 North, Range 7 East, Town of Scott.
- IV. Public Hearing (will begin at 6:00 P.M.)
  1. Public hearing on a request from Randy Wixon, RC-N-DI Investments, to amend a Conditional Use Permit for the property at 1106 W. Main Street, to create separate lots for the office building and self-storage units.
- V. Public Comment Period
- VI. Establish date, time and location of next meeting
- VII. Adjournment



**CITY OF MERRILL**  
**CITY PLAN COMMISSION**  
**MINUTES • TUESDAY NOVEMBER 1, 2016**

**Regular Meeting**

**City Hall Council Chambers**

**5:00 PM**

**I. Call to Order**

Mayor Bialecki called the meeting to order at 5:00 P.M.

Attendee Name	Title	Status	Arrived
Tim Meehean	Aldersperson - Eighth District	Present	
Bill Bialecki	Mayor	Present	
Mike Willman	Chairman - Park & Rec	Present	
Ralph Sturm		Present	
Melissa Schroeder		Present	
Ken Maule		Present	
Robert Reimann		Excused	

Also in attendance: City Administrator Dave Johnson, City Attorney Tom Hayden, Public Works Director/City Engineer Rod Akey, Building Inspector/Zoning Administrator Darin Pagel, Alderman Paul Russell, Alderwoman Kandy Peterson, Alderwoman Mary Ball, Paul Wagner, Duane Pfister and City Clerk Bill Heideman. A representative of the Cable Access Channel was present to videotape the meeting.

Attendees at the public hearings included: John Rathke, Michele Rathke, Chris Berger, Rachel Beilke, Mary Maluegge, Tom Maluegge, Arthur Sheldon and Scott Kwiecinski.

**II. Public Comment Period**

Mayor Bialecki asked that he be allowed to change the order of agenda items and have the public comment portion of the meeting at this time. Without objection, it was so ordered.

There was no public comment.

**III. Minutes of previous meeting(s):**

**1. Minutes of October 4th, 2016 meeting**

Motion (Willman/Schroeder) to approve.

<b>RESULT:            APPROVED</b>
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**IV. Agenda items for consideration:**

**1. Extraterritorial Certified Survey Map (Town of Scott) for Steve Schulz on Heldt Street.**

Building Inspector/Zoning Administrator Pagel provided a verbal review of the Certified Survey Map. He has no concerns with the map, as submitted.

If approved by the City Plan Commission, a resolution related to the Certified Survey Map will be on the November 9<sup>th</sup>, 2016 Common Council meeting agenda.

Motion (Meehean/Maule) to approve.

<b>RESULT:</b>	<b>APPROVED &amp; SENT TO COUNCIL</b>	<b>Next: 11/9/2016 7:00 PM</b>
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2. Site Plan for Northwoods Veteran's Support Center. at the corner of East Sixth Street and Johnson Street.

Building Inspector/Zoning Administrator Pagel provided a verbal review of the Site Plan. He suggested that, if the site plan is approved, it should be contingent upon the rezoning of the area. That rezoning will be considered as part of a public hearing later in the meeting.

Motion (Meehean/Schroeder) to approve, contingent upon the approval of the rezoning of this parcel.

<b>RESULT:</b>	<b>APPROVED &amp; SENT TO COUNCIL</b>	<b>Next: 11/9/2016 7:00 PM</b>
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V. Public Hearings (will begin at 6:00 P.M.):

At 5:03 P.M., Mayor Bialecki announced a recess until 6:00 P.M., the time scheduled for the public hearings.

At 6:00 P.M., Mayor Bialecki called the meeting back to order.

1. Public Hearing on request from Church Mutual Insurance Company to re-zone, from Rural Development to Public, a newly-created 4.3 acre parcel on the northeast Corner of Johnson Street and East Sixth Street, to allow development of Northwoods Veteran's Support Center.

Mayor Bialecki requested that he be allowed to change the order of agenda items and consider the hearing on the Church Mutual rezoning request next. Without objection, it was so ordered.

City Attorney Hayden read the public hearing notice.

Motion (Maule/Schroeder) to open the public hearing. Carried.

Representing Church Mutual, Paul Wagner shared information on the rezoning request and stated that he would answer questions.

Michele Rathke, VFW District Commander, spoke in favor of the rezoning. She explained that 10 organizations, including several veterans and scout groups, would ultimately call the facility home.

Motion (Willman/Meehean) to close the public hearing. Carried.

If approved by the City Plan Commission, an ordinance related to the rezoning will be on the November 9<sup>th</sup>, 2016 Common Council meeting agenda.

Motion (Meehean/Schroeder) to approve.

<b>RESULT:</b>	<b>APPROVED &amp; SENT TO COUNCIL</b>	<b>Next: 11/9/2016 7:00 PM</b>
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2. Public Hearing on request from City of Merrill to re-zone, from R-2 to Industrial, a property located on South Alexander Street.

City Attorney Hayden read the public hearing notice.

Motion (Meehean/Sturm) to open the public hearing. Carried.

Tom Maluegge expressed concerns with increased noise in the area, along with the possibility of messy conditions. He suggested that the type of facility being planned for the land should be located in the industrial park.

Chris Berger noted that the installation of a driveway was already underway. He also suggested this type of facility belongs in the industrial park.

Arthur Sheldon questioned putting an industrial-type facility in the proposed location, when an industrial park already exists. He also has concerns related to increased noise.

Motion (Meehean/Schroder) to close the public hearing. Carried.

Motion (Maule) to approve. Motion failed due to lack of a second.

3. Public Hearing on request from City of Merrill to re-zone, from Thoroughfare Commercial (TC) to Planned Unit Development (PUD), a parcel at 1905 East 14th Street, for the purpose of constructing a multifamily housing development.

City Attorney Hayden read the public hearing notice.

Motion (Meehean/Schroeder) to open the public hearing. Carried.

Representing Horizon Development Group, Scott Kwiecinski spoke in favor of the rezoning. He reviewed the amended site plan. A 60-unit facility is still being planned.

Motion (Willman/Sturm) to close the public hearing. Carried.

Motion (Schroeder/Maule) to approve.

<b>RESULT:</b>	<b>APPROVED &amp; SENT TO COUNCIL</b>	<b>Next: 11/9/2016 7:00 PM</b>
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VI. Establish date, time and location of next meeting

Tuesday, December 6<sup>th</sup>, 2016 at 5:00 P.M. in the City Hall Common Council Chambers. The starting time of the meeting is subject to change, depending on the number of agenda items and potential public hearing(s).

VII. Adjournment

Motion (Sturm/Willman) to adjourn. Carried. Adjourned at 6:19 P.M.

# Lincoln County Public Access Land Records Viewer



Author: Public  
Date Printed: 1/24/2017



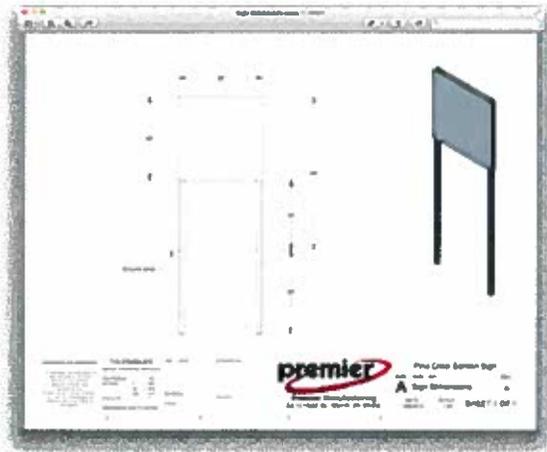
The information depicted on this map is a compilation of public record information including aerial photography and other base maps. No warranty is made, express or implied, as to the accuracy of the information used. The data layers are a representation of current data to the best of our knowledge and may contain errors. It is not a legally recorded map and cannot be substituted for field-verified information. Map may be reproduced with permission of the Lincoln County Land Services Department. Errors should be reported to Land Services Department, 801 North Sales St. Merrill, WI, 54452. Copyright © 2015 Phone (715) 539-1049.

**Pagel, Darin**

**From:** Lynn Zentner <lzentner1@gmail.com>  
**Sent:** Tuesday, January 24, 2017 10:57 AM  
**To:** Pagel, Darin  
**Subject:** Tall Pines Community Garden Sign

Hi Darin,

Here you go.



Thanks, Lynn

I edited your email, but will text to make sure you got it.

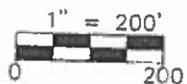
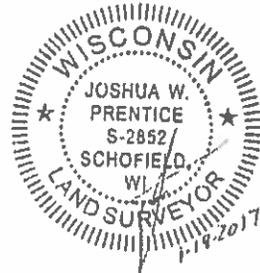
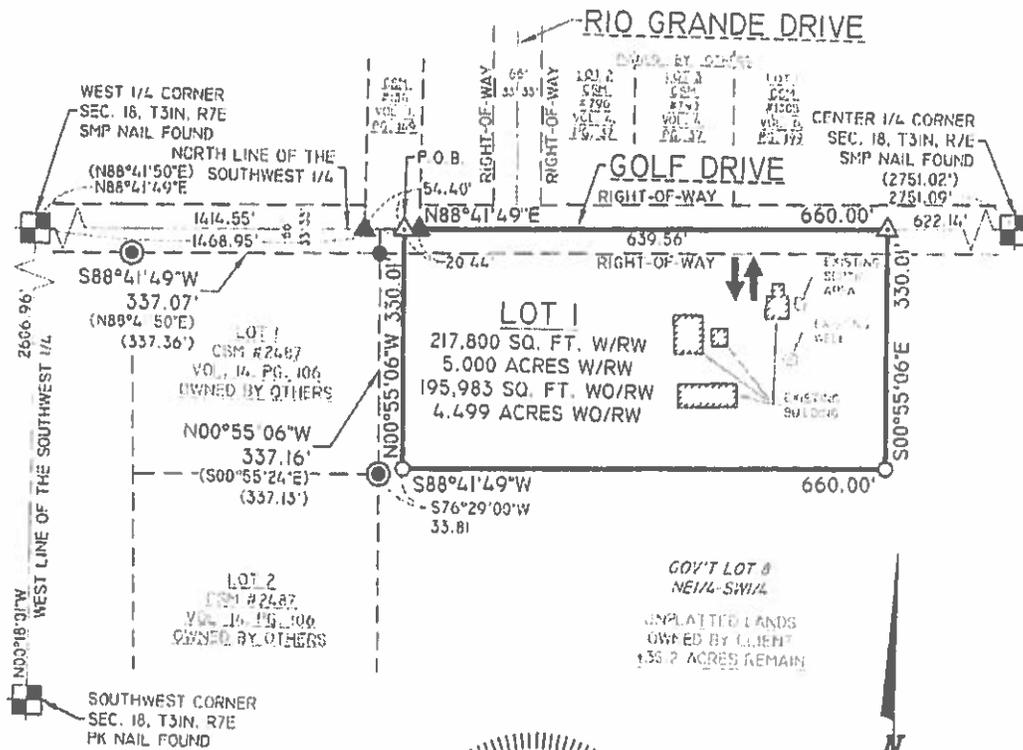
The sign will be placed at a 90 degree angle to the sidewalk.  
It will stand in the middle of a flower bed, approximately 4' x 6' or smaller.

Again the GIS sketch is not to scale.

R.E.I. 4080 N. 20th AVE WAUSAU, WI 54401 (715)675-9784  
**LINCOLN CO. CERTIFIED SURVEY MAP**  
 MAP NO. \_\_\_\_\_ VOLUME \_\_\_\_\_ PAGE \_\_\_\_\_

PREPARED FOR: NATZKE LANDS LLC  
 LAND OWNER: NATZKE LANDS LLC.

PART OF GOVERNMENT LOT 8 AND DESCRIBED AS THE NORTHFAST 1/4 OF THE SOUTHWEST 1/4, IN SECTION 18, TOWNSHIP 31 NORTH, RANGE 7 EAST, TOWN OF SCOTT, LINCOLN COUNTY, WISCONSIN.



**LEGEND**

- - 1 IN. BAR FOUND
- - 1-1/4 IN. O.D. IRON PIPE FOUND
- ▲ - MAG NAIL FOUND
- ▲ - MAG NAIL SET IN ASPHALT
- - 1-1/4 IN. O.D. X 18 IN. IRON PIPE WEIGHING 1.60 LBS/LIN. FT. SET (126) RECORDED BEARING/LENGTH 126.00 - MEASURED BEARING/LENGTH

- NOTES:**
- BEARINGS ARE BASED ON THE LINCOLN COUNTY COORDINATE SYSTEM, NAD 83(2011) DATUM AND REFERENCED TO THE WEST LINE OF THE SOUTHWEST 1/4 OF SECTION 18, TOWNSHIP 31 NORTH, RANGE 7 EAST, MEASURED TO BEAR NORTH 00°18'01" WEST.
  - FIELD WORK WAS COMPLETED ON 1-17-2017.
  - RIGHT-OF-WAY IS BASED ON MONUMENTS FOUND IN FIELD AND MAPS OF RECORD.
  - THE CURRENT P/I/N FOR THE PARCEL IS 24-183107-009-001 01-00
  - THE CURRENT ADDRESS FOR THE SUBJECT PARCEL IS W4755 GOLF DRIVE, MERRILL, WISCONSIN.

R.E.L. 4080 N. 20th AVE WAUSAU, WI 54401 (715)675-9784

LINCOLN CO. CERTIFIED SURVEY MAP

MAP NO. \_\_\_\_\_ VOLUME \_\_\_\_\_ PAGE \_\_\_\_\_

PREPARED FOR: NATZKE LANDS LLC.

LAND OWNER: NATZKE LANDS LLC.

PART OF GOVERNMENT LOT 8 AND DESCRIBED AS THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4, IN SECTION 18, TOWNSHIP 31 NORTH, RANGE 7 EAST, TOWN OF SCOTT, LINCOLN COUNTY, WISCONSIN.



SURVEYOR'S CERTIFICATE

I, JOSHUA W. PRENTICE, WISCONSIN PROFESSIONAL LAND SURVEYOR S-2852, DO HEREBY CERTIFY TO THE BEST OF MY KNOWLEDGE AND BELIEF: THAT I HAVE SURVEYED, MAPPED AND DIVIDED PART OF GOVERNMENT LOT 8 AND DESCRIBED AS THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4, IN SECTION 18, TOWNSHIP 31 NORTH, RANGE 7 EAST, TOWN OF SCOTT, LINCOLN COUNTY, WISCONSIN, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST 1/4 CORNER OF SAID SECTION 18; THENCE NORTH 00°18'01" WEST, COINCIDENT WITH THE WEST LINE OF SAID SOUTHWEST 1/4, 2606.96 FEET TO THE WEST 1/4 CORNER OF SAID SECTION 18; THENCE NORTH 88°41'49" EAST, COINCIDENT WITH THE NORTH LINE OF SAID SOUTHWEST 1/4, 1468.95 FEET TO THE POINT OF BEGINNING, THENCE CONTINUING NORTH 88°41'49" EAST, COINCIDENT WITH SAID NORTH LINE OF THE SOUTHWEST 1/4, 660.00 FEET; THENCE SOUTH 100°55'06" EAST 330.01 FEET; THENCE SOUTH 88°41'49" WEST, 660.00 FEET; THENCE NORTH 00°55'06" WEST, 330.01 FEET TO SAID NORTH LINE OF THE SOUTHWEST 1/4 AND THE POINT OF BEGINNING.

THAT THE ABOVE DESCRIBED PARCEL OF LAND CONTAINS 217,800 SQUARE FEET, OR 5.000 ACRES, MORE OR LESS

THAT I HAVE MADE THIS SURVEY, DIVISION AND MAP THEREOF AT THE DIRECTION OF NATZKE LANDS LLC., OWNER OF SAID PARCEL.

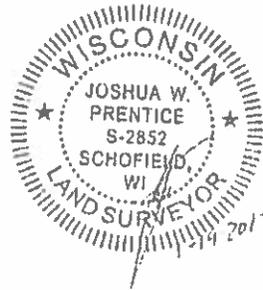
THAT SAID PARCEL IS SUBJECT TO EASEMENTS, RESTRICTIONS, AND RIGHT-OF WAYS OF RECORD.

THAT I HAVE FULLY COMPLIED WITH THE PROVISIONS OF SECTION 236.34 OF THE WISCONSIN STATUTES, WISCONSIN ADMINISTRATIVE CODE A-E7 AND THE SUBDIVISION REGULATIONS OF THE TOWN OF SCOTT, CITY OF MERRILL AND LINCOLN COUNTY.

THAT THIS MAP IS A CORRECT AND ACCURATE REPRESENTATION OF THE EXTERIOR BOUNDARIES OF SAID PARCEL, AND OF THE DIVISION THEREOF MADE.

DATED THIS 19<sup>TH</sup> DAY OF JANUARY 2017

REI  
JOSHUA W. PRENTICE  
WI P.L.S. S-2852



**CITY OF MERRILL**  
1004 EAST FIRST STREET  
MERRILL, WI 54452

**NOTICE OF PUBLIC HEARING**

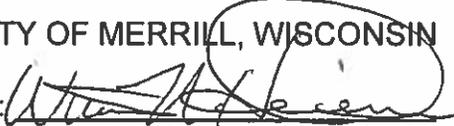
All persons interested will be given an opportunity to be heard at a public hearing to be held by and before the City Plan Commission of the City of Merrill, Wisconsin, commencing at **6:00 p.m., on Tuesday, February 7, 2017**, in the City Hall Council Chambers, 1004 East First Street, Merrill, Wisconsin, on the following proposed matter, to wit;

1. Randy Wixson, RC-N-DI Investments, requesting an amendment to a Conditional Use for the property located at 1106 W Main St. The proposal is to create separate lots for the office building and self-storage units. Legally described as: Part of AP 505 in GL 2 AKA Lot 1 of CSM 2500. Parcel# 34.0005.000.262.01.01.

Anyone having any questions regarding the hearing should contact Zoning Administrator, Darin Pagel at 536-4880.

Dated: January 13, 2017

CITY OF MERRILL, WISCONSIN

By: 

William N. Heideman  
City Clerk

# APPLICATION FOR CONDITIONAL USE PERMIT CITY OF MERRILL

DATE 1-10-17

APPLICANT'S NAME: Randall C Wixson

BUSINESS NAME: RC-NOI Investment

PHONE #: 715-536-6394 EMAIL: RandallC&3@TDS.NET

PROPERTY ADDRESS: 1106 W Main St Merrill, WI

PROPERTY OWNER'S NAME: Randall & Diane Wixson

TAX ROLL#: 34- PIN #: 251-3106-142-0101

EXISTING USE: office & Self Storage

PROPOSED USE: office & Self Storage

REASON FOR REQUESTING A USE PERMIT CHANGE: Divide the office building from the Self Storage. Create two different Lot's for future sale

**PLEASE PROVIDE A SEPARATE ATTACHMENT WITH A RESPONSE TO EACH OF THE FOLLOWING ITEMS**

(Required per Section 113-100 of the Zoning Code)

1. A statement, in writing by applicant, that describes how the proposed conditional use(s) shall conform to the standards set forth in Section 113-103 hereinafter.
  - a) The establishment, maintenance or operation of the conditional use will not be detrimental or endanger public health, safety, morals, comfort or general welfare.
  - b) That the uses, values, and enjoyment of other property in the neighborhood for purposes already permitted shall be in no foreseeable manner substantially impaired or diminished by the establishment, maintenance or operation of the conditional use and the proposed use is compatible with use of adjacent land (describe mitigating features to be part of the operations of the proposed use).
  - c) Describe how the establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the Zoning District.
  - d) Describe if adequate utilities, access roads, drainage, and other required site improvements have been or will be provided.
  - e) Describe what adequate measures have been taken to provide ingress and egress and how designed as to minimize traffic congestion in public streets.

- f) Explain how the conditional use shall conform to all applicable regulations of the district in which it is located.
- g) Explain how the conditional use will not violate flood plain regulations governing the site.
- h) That when applying the above standards to any new construction or placing an addition on an existing building, the Plan Commission and Common Council shall bear in mind the statement of purposes for the zoning district such that the proposed building or addition at the proposed location, does not defeat the purpose and objective of the Zoning District.
- i) In addition to passing the Conditional use Permit, the Plan Commission and Common Council shall also evaluate the effect of the proposed use upon:
- I) The maintenance of safe and healthful conditions;
  - II) The prevention of water pollution including sedimentation;
  - III) Existing topography, drainage features and vegetative cover on the site;
  - IV) The location of the site with respect to floodplains and floodways of rivers and streams;
  - V) The erosion potential of the site based upon the degree and direction of slope, soil type, and vegetative cover;
  - VI) The location of the site with respect to existing or future access roads;
  - VII) The need of the proposed use for a shoreline location;
  - VIII) The compatibility with uses on adjacent land;
  - IX) The amount of liquid waste to be generated and the adequacy of the proposed disposal system.
2. Include the Names and Addresses of the architect, professional engineer, and contractor (if appropriate), and all property owners of record within 100 feet of the applicant. Note: Zoning Administrator will provide list of property owners to be included in the submittal.
3. Description of the subject site by lot, block, and recorded subdivision or by metes and bounds description address of the subject site; type of structure; proposed operation or use of the structure of site; number of employees and the Zoning District within which the subject site lies.
4. Plat of Survey prepared by a registered land surveyor showing property lines, buildings, improvements, landscaping, and all of the information required for a building permit.
5. Additional information as may be required by the Plan Commission of Common Council, or Officers of the City.
6. A fee of \$175.00 must accompany the application.

The information submitted with this application is true and accurate to the best of my knowledge and belief.

  
Signature of Applicant

\_\_\_\_\_  
Signature of Applicant

## RC-N-DI Investments

N3160 Tesch Rd.

Merrill, WI 54452

1-10-17

To: City of Merrill Planning Commission.

Sub: Change conditional use.

I am proposing dividing the one lot into two separate parcels for future sale to new tenant in the office building.

Nothing physically is going to change on the lot. I am going to have REI survey the island to create two separate parcels. There will be a 10 foot easement between the office building and the self storage building to guaranty easy access to the back of both lots. For the present we will use a single entry to the property.

The Filmore property, directly east of my lot, is the only other property on the island and there will be no effect on their lot.

The compliance of the original conditional use permit have not changes with the exception of creating two lots.

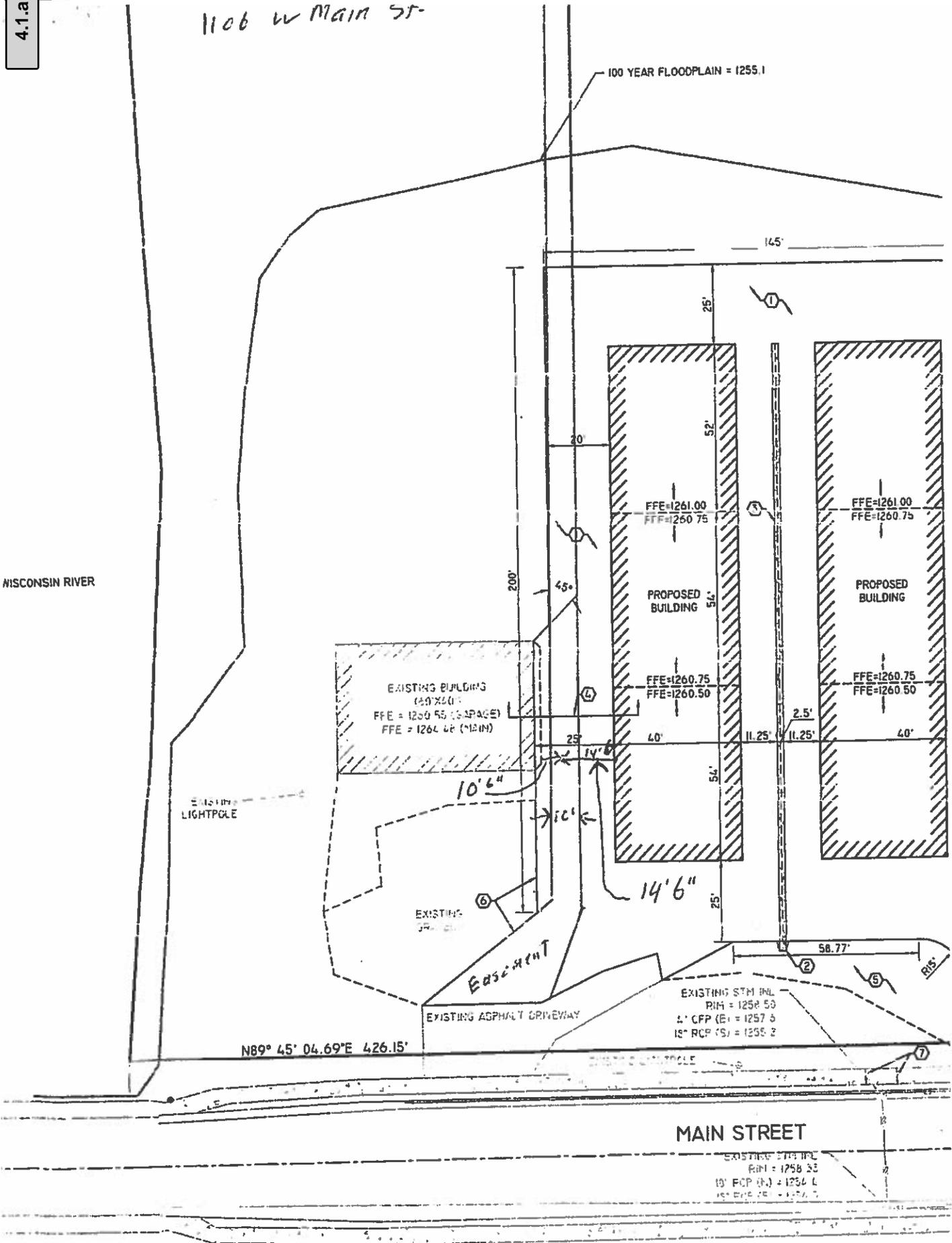
Randall C Wixson

Pres. RC-N-DI Investments

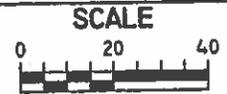
1106 W Main St

100 YEAR FLOODPLAIN = 1255.1

WISCONSIN RIVER



APPENDIX C



DATE	REV